



City of San Bruno  
Finance Dept. – Business Tax  
567 El Camino Real  
San Bruno, CA 94066  
Tel: (650) 616-7083 Fax: (650) 876-0256  
[www.sanbruno.ca.gov](http://www.sanbruno.ca.gov)

Account Number: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

## BUSINESS REGISTRATION APPLICATION FOR APARTMENTS/ROOMING HOUSE RENTALS

Fiscal Year: July 1 through June 30

### Property Owner's Information

Name \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_  
Home Phone

Home Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_  
Fax or Email Address

Social Security Number \_\_\_\_\_

\_\_\_\_\_  
Drivers License Number – State

### Property Information

Assessor's Parcel Number (APN) \_\_\_\_\_

\_\_\_\_\_  
Zoning

Property Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

Federal Tax ID Number \_\_\_\_\_

\_\_\_\_\_  
Purchase Date of Property in San Bruno

Square Footage available for rent \_\_\_\_\_

### Emergency Local Contact

Name \_\_\_\_\_ Title \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_  
Telephone

Does your property have an alarm? Yes ☐ No ☐

If yes: \_\_\_\_\_

Alarm Company Name \_\_\_\_\_  
(This information will be provided to the Police Department in the event of an emergency)

(\_\_\_\_\_) \_\_\_\_\_  
Telephone

### Business Tax Calculation

Owners of apartments and rooming house rentals in San Bruno are required to obtain an annual business tax certificate. There is a \$36.00 application fee, and an annual tax consisting of a \$50.00 base fee and \$1.00 per room in accordance with San Bruno Municipal Code, Section 3.16.030.

Type of Unit	# of Units	Fee	Total
Application Fee			\$ 36.00
Base Fee			\$ 50.00
Studio apartment		\$ 3.00	\$
One bedroom apartment		\$ 3.00	\$
Two bedroom apartment		\$ 4.00	\$
Three bedroom apartment		\$ 5.00	\$
Fire Inspection		\$ 20.00	\$
State Mandated Disability Access and Education Revolving Fund <sup>\$</sup>			\$ 1.00
<b>Total Amount Due (add all lines)</b>		<b>\$</b>	<b>\$</b>

### Certification

I, \_\_\_\_\_, hereby certify, under penalty of perjury, that the information provided herein is true and correct to the best of my knowledge.

Signature \_\_\_\_\_

Date \_\_\_\_\_

§ On September 19, 2012 Governor Brown signed into law SB-1186 which adds a state fee of \$1 to each application for a local business license or similar instrument or permit, or renewal thereof. The purpose is to increase disability access and compliance with construction-related accessibility requirements and to develop educational resources for businesses in order to facilitate compliance with federal and state disability laws, as specified. Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies:

The Division of the State Architect: [www.dgs.ca.gov/dsa](http://www.dgs.ca.gov/dsa)

The Department of Rehabilitation: [www.rehab.cahwnet.gov](http://www.rehab.cahwnet.gov)

The California Commission on Disability Access: [www.ccda.ca.gov](http://www.ccda.ca.gov)